

MINUTES OF MEETING OF THE BOARD OF PUBLIC WORKS, OCTOBER 7, 1947.

The Board of Public Works met on October 7, 1947, in the office of the Governor, State House, Annapolis, Maryland.

There were present:

Wm. Preston Lane, Governor

James J. Lacy, Comptroller

There were not present:

Hooper S. Miles, Treasurer.

Mr. Walter N. Kirkman, Director, Department of Budget and Procurement, also attended the meeting.

Mr. John B. Funk, Chief, Engineer, Department of Public Improvements, also attended the meeting.

CONSTRUCTION:

Cheltenham School for Boys: - Mr. Funk submitted to the Board for consideration two reports covering investigations and surveys made by him and others at Cheltenham School for Boys, one report being identified as Report #1 and the other as Report #2. Report #1 covers construction and other work which Mr. Funk felt was desirable without delay; the other, covers the construction of a complete institution as contemplated by legislation passed at the 1943 Session of the General Assembly, but with the institution being located at the present site at Cheltenham, Maryland.

After a reading of the two reports and discussion of them, it was agreed that Report #1 should be approved, covering repairs and renovations to the present buildings, the boiler house, the mechanical equipment and water system, and a new Dining Hall-Kitchen-Pasteurization Buildings, at a total cost of \$128,300.00, as estimated. The money for this construction and renovation is to be made available to the institution from the following sources:

Post War Construction Loan	\$75,000.00
Fire Loss Account	43,681.98
1948 Budget of the Institution	9,618.02.

Architects and Engineers: - Governor Lane stated that he had received from Mr. Funk a letter covering an investigation made by him as to the fees to be paid to architects and engineers for services in connection with planning and construction of buildings, etc. for the State. Each of the members of the Board had been furnished, by Mr. Funk, with a copy of his letter to the Governor.

Mr. Funk discussed, at length, the statement submitted by him showing the fee percentage paid in Baltimore City and other areas for these services. In addition, Mr. Funk submitted a form of Agreement which he recommended be used by the State for architects and engineers employed, covering services on State work. This form was prepared after conferences with the Maryland Chapter of the American Institute of Architects and with the State Law Department.

After due consideration, the Board approved the form of Agreement submitted by Mr. Funk, this form to be used in the future in all cases of construction approved by the Board; and also the fees for architects and engineers as follows:

- Type "A" - Work of simplest type, such as Warehouses, Garages, Farm Buildings, Roads, Sewers, Water Distribution, etc. -- 6% to 3.00%. (Multiple structures shall take the higher rate for the first unit and 3.00% for each additional unit.)
- Type "B" - Conventional Character such as Airports, Apartment Houses, Schools, Single Residences, Office Buildings, Institutional, Ordinary Commercial Work, Water & Sewage Treatment Plants, Power Plants, Incinerators, etc. -- 7% to 6%. (Fees paid by Baltimore City for similar work done for the City.) (Multiple structures shall take the higher rate for the 1st unit and 3% for each additional unit.)
- Type "C" - Highly specilized and complicated work, including difficult alterations; also very small jobs -- 10% to 6.50%. (Multiple structures shall take the higher rate for the first unit and 3.00% for each additional unit.)

(Construction)

These schedules of fees for architects and engineers are shown in the appendix to the Agreement form.

These fees are to apply in the case of authorizations to architects and engineers for plans and specifications effective this date. As to construction which has been authorized prior to this date, the fees which were in existence at the time of authorizations are to be paid.

Board of Natural Resources:— Mr. Funk, and Mr. Richard Emory, Deputy Attorney General, reported to the Board that they had been in touch with the Navy Department relative to the agreements to be entered into by that Department and the State for the land owned by the United States Government located in Calvert County, Maryland, formerly known as the United States Naval Operational Development Center (Atlantic), Solomons, Maryland. Two forms of agreement were submitted:

1- Sales Agreement

2- Revocable Permit.

After due consideration, and upon the recommendation of Mr. Funk and Mr. Emory, the Board approved these <sup>a</sup>Agreements in the form submitted. Mr. Funk and Mr. Emory will proceed with the work of having the necessary final forms prepared for execution on the part of the State.

Department of Tidewater Fisheries: — The Secretary brought to the attention of the Board a letter dated October 6, 1947, from Mr. John E. Clark, Chairman, Department of Tidewater Fisheries, requesting authority to enter into an Agreement with Linton Rigg Company, Annapolis, Maryland, for services in connection with the acquisition from the Federal Government of boats; a complete appraisal of the value of these boats; and as consultant for the department in connection with problems affecting the floating equipment of the department, with the fee for these services to be \$5,000.00. In addition, the Board was requested to authorize brokerage of 7% of the selling price of all boats sold for the department.

After a discussion of this request, the Board referred the matter to Mr. Kirkman for further investigation and report to the Board at its next meeting.

Aid to Local Sub-divisions: — Mr. Kirkman brought to the attention of the Board a request from Frederick County for help in improving county jails in accordance with Chapter 761 of the Acts of 1945.

There being no money available for the purpose, no action was taken on the request.

State Roads Commission: — Mr. Kirkman brought to the attention of the Board a request from the State Roads Commission for authority to construction a building for the District Engineer at Salisbury on a lot owned by the Commission, at an estimated cost of \$50,000. Mr. Kirkman stated it is the intention of the Commission to pay for the cost of the building out of the appropriation for "Structures" in the budget of the Commission. Attention was called to the fact that the appropriation is "Structures (Garages and Shops only)".

It was decided to ask the Attorney General if, in view of the wording of the budget in appropriating money for "Structures", it would be permitted to use any part of the money for the erection of a building to be used for office purposes. Mr. Funk was requested, pending receipt of advice from the Attorney General, to review any plans and specifications which the State Roads Commission has for the building proposed.

Rosewood State Training School: — Dr. George A. Johns, Superintendent, Rosewood State Training School, and Mr. Albert W. Clarke, Administrative Assistant, presented to the Board a letter dated October 7, 1947, formally submitting a request covering the purchase of various equipment which was discussed at the meeting of September 23, 1947.

The Board approved the following requests:—

Dish & Glass Washing Machine	\$2,664.80
(Payment to be made from the unexpended balance of \$2,664.80 in the 1939 Bond Issue.)	

## (Construction)

550 Patient Mattresses	\$6,000.00;
Remodel 2 bathrooms (Superintendent's Quarters)	2,000.00,

payable out of a balance of \$16,000 in the General Bond Issue of 1941.

Automatic heating and renewal of boilers in 2 domestic plants	\$1,400.00;
Road Lighting	10,600.00,

payable out of a balance of \$12,000 in the General Bond Issue of 1941.

3 Small Driers (Installed)	\$2,123.14,
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payable out of a balance of \$2,123.14 in the General Bond Issue of 1941.

The Board took no action on the request that the sum of \$14,000 in the General Construction Loan of 1947 for "Guttering and Spouting" be used for other purposes as set forth in letter of the school because of the fact that the authority for the disbursement of money appropriated in the General Construction Loan of 1947 is limited to the specific projects listed therein; and, furthermore, that this guttering and spouting work had already been done and paid for out of funds appropriated in the postwar construction loan.

The Board discussed with Dr. Johns the matter of transportation of employees. In view of a report which Mr. Funk submitted showing that in several instances State institutions were opposed to providing transportation for employees and the fact that if transportation were to be authorized in the case of employees at Rosewood State Training School, it might create situations with respect to the transportation of other State employees from and to their homes, the Board decided to take no action on the request for the use of unexpended funds in the General Bond Issue of 1941 for the purchase of motor vehicles for employee transportation.

House of Correction: - Mr. Funk took up with the Board the matter of request that the House of Correction furnish water to the residents of the Howard County portion of Jessups, Maryland, this matter having been discussed by Mr. Funk with the individual members of the Board prior to this meeting.

The Board gave formal approval to the recommendation of Mr. Funk that the House of Correction make available water for these residents, as outlined in letter written by Mr. Funk under date of August 15, 1947, to Mr. Max A. Rappaport, Jessups, Maryland.

Maryland Training School for Boys: - The Secretary brought to the attention of the Board the matter of engineering fees to be paid in connection with the construction of Power Plant and Sewage Disposal Facilities at the Maryland Training School for Boys, this matter having been left open at the last meeting of the Board pending a report to be received from Mr. Funk on the subject of fees to be paid architects and engineers for State work.

The matter of fees as to this work at the school is covered in the action taken by the Board on the report received by the Board from Mr. Funk recommending fees for various types of work.

The Board approved the proceeding with the work for the construction of "Sewage Disposal Plant" as set forth in the General Construction Loan of 1947, in the amount of \$80,000.00.

Eastern Shore State Hospital: - Mr. Funk stated that he was not ready at this meeting to make a report on the work at the Eastern Shore State Hospital, which is provided for in the General Construction Loan of 1947, but that he was expecting to attend a meeting of the Board of Managers of the hospital the latter part of this month and will make a report to the Board after that meeting.

## (Construction)

Department of Public Buildings & Grounds: -

The Secretary submitted to the Board a contract covering work to be done by the Steiner Construction Company, Inc. in and to the Executive Mansion, as authorized at a previous meeting of the Board in the amount of \$5,816.00, the contract having been submitted to the Attorney General and received approval by him as to form and legal sufficiency.

The Governor was authorized to sign the contract on behalf of the State and affixed his signature thereto.

Mr. Kirkman submitted to the Board a report prepared by Mr. R. W. Sheckells, Engineer, Department of Budget and Procurement, as to the general condition of the State buildings in Annapolis. After considering the report, the Board approved the doing of the most necessary work totaling \$12,425.00, as set forth in the report. Payment is to be made from the General Construction Loan of 1947.

Morgan State College: - Mr. Funk reported that he had discussed with Taylor & Fisher, architects for Morgan State College Girls' Dormitory, the matter of fee to be paid to them in connection with the furniture and equipment for the new Girls' Dormitory, and that he had requested the architects to cut their fee in half. Mr. Funk stated that he had not received a reply from the architects, but that he expected to be able to report something definite at the next meeting.

The Board gave formal approval to the request of Morgan State College for authority to proceed with the work of "Utilities Service for New Dormitory" as covered by the bids of:-

S. E. Dockstader, Inc. - Heating & tunnel	\$9,500
J. H. Lawrence Co. - Plumbing work	988
Charles S. Russell - Electric work	873
	<u>\$11,361.</u>

The members of the Board had previously given individual approval for the acceptance of these bids.

The Secretary advised the Board that the boiler repairs, authorized by the Board at the last meeting, would be paid for out of the General Construction Loan of 1947 appropriation to Morgan State College for Deferred Maintenance under the item of \$35,000 for plant repairs, these boiler repairs amounting to \$2,298.00.

Spring Grove State Hospital: - The Secretary advised the Board that he had received from the Attorney General a letter dated September 25, 1947, stating that in his opinion it was permissible to use money appropriated to Spring Grove State Hospital for the construction of an Addition to the Employees' Village to rebuild a barn which had been razed to make room for the Addition to the Employees' Village, at some other location at the institution. At its last meeting, the Board approved the request to have the barn erected and to pay the cost of same out of the money for the construction of the Addition to the Employees' Village, the appropriation according to Dr. Wilas W. Weltmer, Superintendent of the institution, having been increased sufficiently to take care of the cost of the erection of this barn at some other location, subject to advice from the Attorney General that it is permissible to use the money in this manner.

With the opinion in hand, the Board felt it was in order for Dr. Weltmer to proceed with the awarding of a contract for the construction of the barn, as requested, it being understood that the replacement of the barn will cost \$18,339.80.

University of Maryland: - The Secretary brought to the attention of the Board a request received from Dr. H. C. Byrd, President, University of Maryland, that he be authorized to retain the services of Mr. Henry P. Hopkins as the architect for the proposed chapel.

The Board approved this request.

## (Construction)

Springfield State Hospital: -

The Board took up the request of Springfield State Hospital that it be authorized to award a contract to the Mullan Contracting Company in the amount of \$372,862.00 for the "Employees" Building at that institution, subject to the ability of the hospital to get the erection of three cottages contracted for \$41,766.28. Mr. Funk stated that he had gone into the matter of using a large quantity of materials available at the Solomons Project and that the net price received from the contractor was the result of deductions having been made from the original bid to cover allowances for materials which the State would supply from the Solomons Project.

After a discussion of the matter, it was decided to defer authorization for this work until after the contract with the Federal Government for the Solomons Project is signed and the State will be definitely sure that the materials in question can be removed and delivered to the hospital.

Montrose School for Girls: - Upon the recommendation of Mr. Kirkman, the Board approved request of Montrose School for Girls for permission to accept the bid of J. R. Rimbey, Reisterstown, in the amount of \$2,980.00 for the construction of an Employees' Apartment-Old Factory Building, with payment to be made from the General Construction Loan of 1947 - Employees' Housing-\$10,000.

Upon the recommendation of Mr. Kirkman, the Board approved the acceptance by Montrose School for Girls of bid of J. H. Lawrence Company in the amount of \$6,836.00 for plumbing work in various buildings at the school, with payment to be made from the General Construction Loan of 1947 - Renovation to bathrooms, painting and ventilators-\$8,300.00.

Maryland Tuberculosis Sanatorium: - (Mt. Wilson) The Board approved request of Mt. Wilson Sanatorium for permission to accept bid of John D. Roop & Sons in the amount of \$697.00 for pasteurization equipment, with payment to be made from the General Construction Loan of 1947 - Deferred Maintenance for improvement to farm buildings, this bid being recommended by Mr. Kirkman.

State Department of Education: - (Towson State Teachers College) Upon the recommendation of Mr. Kirkman, the Board authorized the acceptance of the following bids:

Interstate Painting Company, in the amount of \$2,390.00, for exterior painting of the Administration Building at Towson State Teachers' College;

F. A. Taylor Company, in the amount of \$1,058.00, for roof repairs to Newell Hall, Towson State Teachers' College; and

John O. White, in the amount of \$879.00, for repairs to Richmond Hall, Towson State Teachers' College,

With payment to be made from the General Construction Loan of 1947.

(Frostburg State Teachers College) The Board approved request of Frostburg State Teachers College for authority to accept the bid of Thomas W. Wilson, in the amount of \$4,335.00, for exterior painting of the Administration Building, Corridors, Science Hall, Gymnasium-Auditorium and Heating Plant, and Elementary Training School Building, this bid being recommended by Mr. Kirkman.

CLERKS OF THE CIRCUIT COURTS:

The Secretary brought to the attention of the Board the fact that the Clerk of the Circuit Court for Dorchester County, and perhaps several other Clerks of Court, in issuing Tonger's Licenses for the current season overlooked the fact that the law as to the cost of the license had been changed, effective June 1, 1947, at the 1947 Session of the General Assembly. The Clerk of Court for Dorchester County claimed he had just recently been furnished by the Department of Tidewater Fisheries with a copy of the amended law. The

new law increases the fee from \$3.50 to \$3.75 but in a number of instances licenses for the current year had been issued for \$3.50 up to the time of receipt of notice from the Department of Tidewater Fisheries.

Upon the recommendation of the Comptroller, the Board approved request that the Clerks of Circuit Courts be not required to contact persons to whom licenses had been issued and obtain the additional 25¢ from them.

#### COMPTROLLER OF THE TREASURY:

Upon the recommendation of the Comptroller, the Board approved payment of the following refunds of moneys received into the State Treasury in error:

From Miscellaneous Appropriation #2, Item #22 -	\$40.00
Tonging Fines remitted by the Governor for James McDaniel	
and for Robert Pollard, in the amount of \$20.00 each;	
From the budget of the State Tax Commission, Item #208-C	\$320.00
Franchise Tax refunds covered by Warrant #3950.	

#### COURT COSTS:

Upon the recommendation of the Attorney General, the Board approved the following bills covering Court Costs, payable from the budget of the Board of Public Works.

The Daily Record Company - 60 copies appellants Reply Brief	
Memorandum in Reply to Motion to Dismiss and Appendix #74	\$108.10
The Daily Record Company - 50 copies Appellee's Brief No. 108	
Maryland and Penn. Railroad Co. vs. Rogan, et al.	57.50
Francis J. Carey - Maryland & Pennsylvania R. R. vs State Tax	
Commission.	716.55
Clerk of Circuit Court for Dorchester County - Hubbard and Dean,	
Sheriff of Dorchester County, vs Commission of Tidewater	
Fisheries.	33.35

#### CROWNSVILLE STATE HOSPITAL:

The Secretary brought to the attention of the Board request received from Crownsville State Hospital for authority to lease on shares 25 to 30 acres of land 2 1/4 miles east of Crownsville from Mr. Joseph Gomoljak for cultivation. The agreement will be that Mr. Gomoljak will furnish one-third of the fertilizer and will receive one-third of the crop, with an option to renew the lease for a second year.

The Board approved this request, with the understanding that the details of the lease would clear through Mr. Kirkman's office.

#### DEPARTMENT OF STATE FORESTS AND PARKS:

The Secretary read to the Board a letter dated October 2, 1947 from the Department of State Forests and Parks relative to the use of Forest Fire Towers as relay stations in transmitting television broadcasts.

The Governor stated that he was familiar with the use recently granted for one of the towers and requested that Mr. H. C. Buckingham, Director, Department of State Forests and Parks, contact him to discuss the matter further.

#### GENERAL EMERGENCY FUND:

Mr. Kirkman advised the Board that a request had been received from the Department of Motor Vehicles that the sum of \$51,736.96 be allotted to that department from the General Emergency Fund to take care of the expenses of eliminating the backlog of work of the department and bringing the work up-to-date. Mr. Kirkman suggested that in lieu of approving the request, the Board authorize the expenditure of \$6,000 for supervisory services to be rendered by Griffenhagen & Associates, as covered in that organization's report; the expenditure of about \$9,000 for IBM work; and the expenditure of \$6,000 for additional personnel for the department; or a total of \$21,000, which, as indicated by Mr. Kirkman, would bring the



the work up-to-date and inaugurate the procedure for the future, as covered in the report of the survey.

Mr. Kirkman's recommendation was approved.

The Secretary brought to the attention of the Board a letter dated September 27, 1947, from Springfield State Hospital requesting that additional money in the amount of \$10,452.00 be made available to the institution to take care of increased personnel demands.

The Secretary was instructed to refer this matter to Dr. George H. Preston, Commissioner of Mental Hygiene.

#### LEASES:

Upon the recommendation of Mr. Kirkman, the Board approved renewal of the following leases:

State Department of Education - offices at Hyattsville for the Division of Vocational Rehabilitation, for nine months, at the annual rental of \$600.00.

Department of Employment Security - offices at 117 North Street, Elkton, at the annual rental of \$1,320.00, effective December 1, 1947.

#### MARYLAND HISTORICAL SOCIETY:

The Secretary brought to the attention of the Board a letter dated October 1, 1947 from the Maryland War Records Division of the Maryland Historical Society request for permission to employ one additional junior clerk at a salary of \$1500 per annum, money being available for this position through the recent consolidation of two research assistant positions. The need for this extra personnel is brought about by the fact that the War Department has granted access to the official service records of Marylanders.

The Board approved this request.

#### MORGAN STATE COLLEGE:

No action was taken by the Board in connection with the matter of appraisal of property of Morgan State College, in connection with the taking of some of the land by Baltimore City, because Mr. Funk reported that while he had been working on the case, he was not ready at this meeting to make a report.

#### SECRETARY OF STATE:

The Board discussed the matter of binding of the records in the Secretary of State's office, which work was not done because of the war and which is now brought up to date at a cost of \$173.50.

The Board approved payment of these bills out of the current budget of the Secretary of State with the understanding that additional funds will be made available later in the year should the need arise.

#### STATE EMPLOYEES:

Upon the recommendation of the Maryland Tuberculosis Sanatorium, the Board approved an extension of sick leave for Mrs. Katherine R. Alexander, Nurse, for the period October 31 to December 31, 1947, with the understanding that the usual formal application would be filed with the Secretary.

After a discussion of the matter, the Board authorized Crownsville State Hospital to compensate John N. McCleester, Chief Stationary Engineer, for 14 holidays accumulated by him in 1946 and 1947, it being understood that this employe retires on December 1, 1947.

The Secretary brought to the attention of the Board a letter from Mr. Charles D. Harris, dated October 6, 1947, written on behalf of Roland K. Bartlett, former employe of the Department of Correction, requesting that the Board of Public Works approve the payment of \$150.00 in this case for an artificial limb necessitated when Mr. Bartlett was injured in line of duty on March 23, 1947.

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The Board was unable to approve this request because of the impossibility of doing so under a ruling obtained sometime ago from the Attorney General in a similar case. This is the same case which was considered by the Board at its meeting of June 23, 1947.

#### STATE PROPERTY:

Upon the recommendation of Mr. Kirkman, the Board approved disposition of property no longer required in the conduct of the State's business, as set forth on pages 3 and 4 of Mr. Kirkman's agenda for this meeting, for the following agencies:-

Department of Health	Department of Employment
State Insurance Department	Security
Maryland State Planning Commission	Salisbury State Teachers
Department of State Forests	College
and Parks	University Hospital
Maryland State Reformatory	Montrose School for Girls
for Males	Eastern Shore State Hospital
Crownsville State Hospital	
Clerk of Circuit Court for: Frederick County	
Anne Arundel County.	

#### WAR MEMORIAL COMMISSION:

The Secretary brought to the attention of the Board a letter from Col. Richard C. O'Connell, Chairman, The War Memorial Commission, requesting the Board to make available the amount of money necessary to take care of the State's share of the expense of an additional charwoman to be employed at the War Memorial Building. Mr. Kirkman called attention to the fact that the Budget appropriation for the State's share of the War Memorial Building limits the amount to be expended in the fiscal year to \$8,500.00.

Under the circumstances, the Board was unable to approve the request for additional money since it cannot add to the amount of \$8,500 appropriated in the Budget.

The Secretary brought to the attention of the Board a letter dated September 25th from Col. Richard C. O'Connell, Chairman, The War Memorial Commission, requesting that the Board consider increasing the salary of Lt. Col. Thomas G. McNicholas, Superintendent of the War Memorial Building, to \$3,500.00 per annum, with the City of Baltimore assuming 50% of this amount.

In view of the fact that the Budget limits the State's expenditures to \$8,500.00 for the War Memorial, the Board was unable to approve this request.

#### STATE EMPLOYEES:

Mr. Funk presented to the Board a detailed report covering a survey made by him in connection with the transportation to and from work of personnel of the various State institutions. The survey, arising out of a request made by Rosewood State Training School at the last meeting of the Board that the Board provide the necessary funds for the purchase of motor vehicles to transport employees from Baltimore to Rosewood State Training School and back, the institution believing that this is necessary in order to obtain a sufficient number of employees to staff the institution, was made at the request of the Board for additional information.

Mr. Funk stated that several of the institutions reported they would be averse to providing transportation for employees and would rather go along with difficulties being encountered at this time, until such time in the future as it would be possible to provide living quarters on the grounds of the institutions to take care of as many of the personnel as it is felt desirable in this respect.

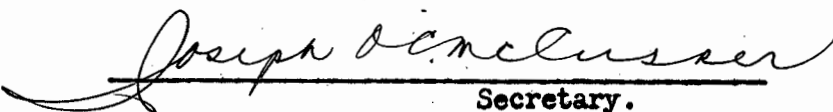
After due consideration, it was agreed that no action would be taken relative



to furnishing transportation for employees at Rosewood State Training School or other institutions, other than the instances where this service has been in effect in the past.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

  
Secretary.

